



**J H P I E G O** An Affiliate of  
Johns Hopkins  
University

WORKING TO IMPROVE THE HEALTH OF WOMEN AND FAMILIES THROUGHOUT THE WORLD

## Job Description

### ***JHPIEGO's Mission***

*JHPIEGO, an affiliate of Johns Hopkins University, builds global and local partnerships to enhance the quality of healthcare services for women and families around the world. JHPIEGO is a global leader in the creation of innovative and effective approaches to developing human resources for health.*

### ***JHPIEGO's Values***

*At JHPIEGO we value our customers who have our respect, responsiveness, and commitment to excellence; our staff and global network of colleagues who bring cultural diversity, innovation, and a wealth of world experience; and our work culture, which is reflected in our team spirit, transparent communication, mutual respect, flexibility, and dedication.*

**Title: Director, ACCESS Program**

**Salary Grade:**

**Department: Global Program Operations**

**Date: September 2004**

**Summary Scope of Work:** The ACCESS Director is responsible for the overall management, strategic direction, and technical integrity of this 5-year \$75M USAID Global Bureau Cooperative Agreement. The Director is responsible for providing program leadership, and for ensuring the successful engagement of the six ACCESS partner organizations in working with key USAID and other key partners, both in USAID/Washington and the field. The Director facilitates the ACCESS team to design and implement innovative approaches for maternal and newborn health and works with global partners to share lessons learned, best practices and tools and approaches and to advance the global safe motherhood agenda.

### **Reporting Structure**

- *Position Reports To:* Vice President, Global Program Operations
- *Position Supervised:*

### **Responsibilities:** *(include Leadership, Management/Supervisory, Budgeting)*

- Responsible for the overall management, strategic and technical integrity of ACCESS, a 5-year \$75M USAID centrally-funded program
- Responsible for the overall relationship between JHPIEGO and USAID and partner institutions, making sure that adequate resources are made available for the smooth implementation of the award
- Provide vision, leadership and support for creating long-range strategies and action plans
- Facilitate the development of innovative program approaches and interventions

- Identify new intervention areas and facilitate active engagement of ACCESS team
- Represent ACCESS interests to the public and to professional counterparts through meetings, conferences and presentations
- Cultivate strategic relationships and alliances with agencies and organizations (including public sector, nongovernmental/private voluntary sector, bilateral, and multilateral entities) to strengthen ACCESS participation in international health programs
- Oversee the overall financial management and budgeting process and review all field support and core funding agreements
- Oversee the preparation and implementation of work plans and works closely with JHPIEGO program and support office staff to ensure necessary in county support
- Provide guidance to the subcontractors and sub-grantees of ACCESS and coordinate activities with the other agencies involved in the project
- Represent ACCESS interests to the public and to government, donor and professional counterparts through meetings, conferences and presentations
- Oversee, manage and facilitate work of the ACCESS staff through a team approach, including: selecting, training, supervising and mentoring

**Required Qualifications** (education, field experience, technical, etc.)

- Extensive international health program development and management experience, with at least seven years at a senior level
- Recognized expert in maternal and newborn health with clear understanding of issues and trends
- Has successfully developed strategic and tactical plans in cooperation with others who represent a wide range of interests and needs
- Experience managing a large and diverse portfolio of activities, with particular emphasis on women's reproductive health and/or safe motherhood and newborn health
- Knowledgeable about USAID policies, strategies, and procedures, Cooperative Agreement mechanisms, and other relevant USAID cooperating agencies
- Strong English language writing and speaking skills.

**Knowledge: (functional or technical;** i.e. federal legislation, finance, program planning, public healthcare standards, proposal writing, human resources practices, etc.)

- Extensive international health program development and management experience, preferably including working with USAID missions and other international development agencies
- Background in and understanding of safe motherhood and newborn health issues - the current field of interventions, evidence, actors and emerging issues

**Abilities/Skills: (action,** i.e., negotiate, manage, exercise independent judgment, act as technical advisor, network, train, etc.)

- Highly motivated and confident, ability to make decisions, and ability to represent the project to USAID and other key partners.
- Field oriented and comfortable with a team approach to programming
- The ability to manage a diverse portfolio of activities with a range of partners and stakeholders
- Excellent management and interpersonal skills particularly in facilitation, team building and coordination. Has successfully managed other professionals, providing guidance and support. Is an effective communicator and is able to articulate the vision and strategic approach for ACCESS.
- Has an established network of senior level international reproductive health professionals and is a respected member of that network. Has successfully developed productive working relationships with counterparts in other agencies and organizations.
- Ability to travel up to 25% internationally

**Preferred Qualifications:** (education, field experience, technical, etc.)

- Master of Public Health, or equivalent degree, required.
- At least seven years of full time field experience (preferably in at least 2 developing countries) working in women's reproductive health and/or safe motherhood and newborn/child health